

**COUNCIL WORK SESSION  
CITY OF WATERTOWN  
April 9, 2007  
7:00 P.M.**

**MAYOR JEFFREY E. GRAHAM PRESIDING**

**PRESENT:**            **COUNCILMAN PETER L. CLOUGH  
COUNCILMAN TIMOTHY R. LABOUF  
COUNCILMAN JEFFREY M. SMITH  
MAYOR GRAHAM**

**ABSENT:**            **COUNCILMAN STEPHEN J. BRADLEY**

**ALSO PRESENT:**   **CITY MANAGER MARY M. CORRIVEAU**

Mayor Graham opened the work session with a moment of silence.

Pledge of Allegiance was given.

**North Country Business and Resource Gap Analysis**

Mr. Douglas Schelleng, Empire State Development Corporation, addressed the chair outlining the findings and suggestions of this analysis. Mr. Schelleng discussed the growth in the labor market with the arrival of military spouses and as well as the increased number of retirees in our community. He explained that many of these individuals have higher education as well as some being college graduates. The analysis presented a list of target businesses that the region has a good chance of attracting such as medical/dental, maintenance construction, electronic components and insurance as well as new construction.

Mr. Schelleng reviewed the direct marketing plan overview and also the specific marketing tasks which include workforce training, construction contractor process, procurement assistance program, streamlining permit processing, base personnel spending patterns and research to promote spouse/retiree labor force. He also explained that the study has clear cut ways to use the high tech region of the Ottawa Valley to market our area. The study also mentions the close proximity of Clarkson University as well as Syracuse. The conclusion of the study is to use and extend local assets.

Mayor Graham asked what Council's role could be in this.

Mr. Schelleng responded that since some of these developments could happen in the City, the Council could help make the permit process more user friendly and could continue to support improving the downtown area.

## **River Development Update**

Michael Lumbis, City Planner and Christine Hoffman, Downtown Development Specialist addressed the chair giving an update to Council on Waterworks Park Extension, Abe Cooper Site, Riverwalk and Bicentennial Park Trails as well as the Hole Brothers Improvements.

Mrs. Hoffman presented Council with preliminary LWRP drafts. (Not on file in the Office of the City Clerk).

Council was able to view the draft plans of the above projects and ask questions relative to the improvements being made. It was agreed that signage is a very important issue and should be done in an effort to make people aware of these trails and improvements.

The stair layout for the Riverwalk was discussed and Council was advised that there would be a ramp down to the walk as well as stairs. The Abe Cooper site will have a river front walk and a small park area with benches. The Hole Brothers site will have natural stone seating and viewing decks. There will be fishing access. The plan for these improvements is to open up the river, not just for kayaking.

Staff Reports:

## **Amendment to City Code**

Council asked that the necessary paperwork be prepared to make the changes to the Code relative to Section 14-1 and 310-63A.

## **Mobility Assistance Devices**

Council reviewed the memo relative to this topic. Mrs. Corriveau explained that these vehicles are considered the same as pedestrians and are governed by the same pedestrian rules and regulations.

Mayor Graham referred to Section 1156 of the V&T laws stating that where sidewalks are provided, it is unlawful for pedestrians to walk in the roadway. He remarked that it would also be illegal for these devices to be used in the roadway where there are sidewalks.

Mrs. Corriveau remarked that if the sidewalk was impassable, the pedestrian would have to use the roadway. However, otherwise they have to use the sidewalk.

Mayor Graham mentioned that it is a difficult issue as what is going on is unsafe and it puts motorists in bad situations. However, to ticket people in these devices would have agencies and advocates complaining.

Councilman Smith remarked that people in these chairs are lower to the ground and harder for the drivers to see. He suggested that if they are supposed to be on the sidewalks, they need to be warned not to be in the roadway. If individuals continue to abuse the law, then they should receive a ticket.

Mrs. Corriveau will contact the appropriate agencies and advise them of the law in an effort to get the information out to the individuals that use these devices.

### **Production Agreement, Steve Weed Productions**

Mrs. Corriveau explained that we are coming to the end of the existing agreement.

Mayor Graham remarked that it comes down to whether or not Council wants to continue the present arrangement.

Councilman LaBouf remarked that the agreement should continue as the present system has been very successful and there has been a lot of positive feedback.

Mayor Graham remarked that it is consistent with the trend in state government.

Councilman Clough responded that he thought this was just to be used until the City found out the cost of our own equipment.

Mrs. Corriveau advised that they are waiting to hear back from Time Warner. While negotiating for the cable franchise, staff was also trying to see about equipment to do a live feed.

Councilman Smith suggested that Channel 7 or Channel 50 be contacted about the needed equipment and costs involved.

Councilman LaBouf remarked that he is not opposed to looking into purchasing equipment. However, there is no reason that Mr. Weed couldn't tape other meetings as well. He stated that we need to keep consistency. Also, Mr. Weed is a downtown business owner.

Mr. Weed answered questions posed by Council concerning live feed broadcasts on the internet.

Councilman Clough asked about the status of buying the equipment.

Mr. White, Assistant to the City Manager, advised the Council that this still is the plan. He explained that Mr. Mills has been aggressive in dealing with Time Warner concerning this equipment.

Councilman Clough responded that it has been six months and nothing has been accomplished.

Mayor Graham remarked that if it is just trying to figure out what we need, as Councilman Smith suggested, there are two other stations that could be contacted. He remarked that if we are going to do all the meetings, we need to have fixed equipment in the Council Chambers.

Mr. White remarked that the big question is can we do the meetings live and what the process is.

Mayor Graham asked if it would be internet or cable.

Mr. White responded that it should be both.

Councilman Clough suggested that the agreement with Mr. Weed be extended on a monthly basis while staff finds out what we need and what the costs would be.

Mrs. Corriveau explained that the option is for a 6 month extension.

Mayor Graham asked that the necessary paperwork be drawn up for the six month agreement.

Councilman LaBouf asked that Council receive figures from Mr. Weed as well.

### **Employee Classification and Compensation Study**

Mrs. Corriveau explained staff is prepared to move forward with this process. She advised Council that during budget reviews, there had been requests for upgrades in positions. One of the ways this is done is through employee classification and compensation study. Mrs. Corriveau explained that the classifications will be compared in-house but the compensation will be compared outside the community.

Councilman Smith asked questions concerning Civil Service doing reviews and checking on these on a monthly basis. He asked what the purpose of Civil Service was if the city has to hire an outside consultant to do this study.

Mrs. Corriveau explained that they do reviews. However, those reviews don't mean that the grades or classification should change. She explained that Civil Service looks at knowledge, skills and abilities to do the job as well as defining duties and setting exams.

Councilman Smith asked what would happen if, after the study, individuals were dropped a grade.

Mrs. Corriveau advised that the last time the study was done, the City kept a person at the current pay until the pay for the other grade reached it. Also, when an incumbent leaves the position, it could be down graded.

Councilman Smith asked how this is a benefit to the City when we have a Civil Service Commission that should be doing this.

Mrs. Corriveau reiterated her explanations concerning the difference between Civil Service classifications and the classifications in the study.

Councilman LaBouf asked if this could be done in-house.

Mrs. Corriveau responded that it couldn't be.

Councilman LaBouf asked if the State Civil Service could help at a later date.

Mrs. Corriveau advised that they could not.

Mr. White remarked that the City would be getting a different level of expertise if the State Civil Service was used versus a professional company.

Councilman Smith remarked that this study is as a result of some employees coming to Council asking to be upgraded because they can petition Council as a result of the contract wording agreed on by the Council. He remarked that if Council doesn't want to deal with these petitions, they should have taken it out of the contract.

Mayor Graham asked about putting this out to bid.

Mrs. Corriveau explained that since it is for professional services, no bid is necessary. The selection will be made based on skills and capabilities of the company.

### **Fiscal Year 2005-06 Audit Report**

Councilman Smith asked questions concerning items on page 3 and 17 of the audit report.

Mrs. Corriveau advised that Mr. Mills would be able to answer any questions pertaining to the report.

### **Budget Sessions**

Council agreed to hold budget sessions on April 23<sup>rd</sup> and April 30<sup>th</sup> at 6:00 p.m. Council will start with the capital fund.

### **Curbing**

Councilman Smith asked why the City is not doing more curbing in the proposed budget.

Mrs. Corriveau advised that these questions can be addressed during the budget sessions.

### **Ives Street**

Councilman Clough asked why this street hadn't been done.

Mrs. Corriveau explained that while it was on the list to be done this year, it will be done next year.

### **Clock**

Councilman LaBouf advised that a local machinist had expressed an interest in the clock and had met with him and Ralph Green. The gentleman took digital shots of the mechanisms and thought he could get it back into operation. Councilman LaBouf suggested that he contact Mrs. Corriveau.

Mrs. Corriveau commented that she had spoken with Mr. Walker about repairs to the clock since he had repaired it in the past. However, he indicated that he could not fix it this time.

Work session ended at 9:04 p.m.

**Donna M. Dutton**  
City Clerk